

**MINUTES OF THE COMMON COUNCIL
NOVEMBER 20, 2017**

A special meeting of the Common Council of the City of Oneida, NY was held on the twentieth day of November, 2017 at 6:30 o'clock P.M. in the Council Chambers, Oneida Municipal Building, 109 N. Main Street, Oneida, NY.

Meeting was called to order by Deputy Mayor Jim Chamberlain

PRESENT: Councilors Al Cohen, Michael Bowe, Erwin Smith, and Thomas Simchik (arrived at 6:34 pm)

ABSENT: Mayor Leo Matzke, Councilor Helen Acker

ALSO PRESENT: City Clerk Susan Pulverenti
Comptroller Lee Ann Wells
Councilor-Elect Jim Coulthart
Director of Parks and Recreation Luke Griff
Fire Chief Kevin Salerno
Assistant Fire Chief Dennis Fields

DISCUSSION - 2017 MAYORS BUDGET

Recreation Department

Recreation Director Luke Griff said that the Recreation Budget the Council received from the Mayor is not much different from 2017. He said that salaries went up, because the Recreation Coordinator is now full-time. He said that the utilities are down about \$5K at the Recreation Center, but everything else remained about the same. Director Griff said that he has budgeted again this year for the field lining machine, as it was cut from the budget by the Council last year. He said that the Mayor had inquired about what the cost would be to mow the properties in the flats once demolished, and he responded he would need a new truck, trailer and three mowers. He put those items in his budget, and the Mayor cut them. The Director said that he spoke with one vendor who would give him a total of \$6,500 towards the purchase of a new mower for trading in both the 2003 and 2005 mowers. He said that close to \$2K was spent in repairs on the 2005 mower this year alone. He estimated the cost of a new mower at \$10K, less the trade-ins of \$6,500, which would make the cost \$3,500. In response to a question, he said that 250-300 hours per year is the average for mowing.

Discussion turned to some of the different salary lines, and the Director, along with the Comptroller and Councilor Bowe explained the maintenance salary line. It was noted that the minimum wage goes up in January, and the Director explained his rationale for setting the pay rates in the pool salary line. He said that the only full-time employees are the Account Clerk, Recreation Coordinator and the Director; all other employees are part-time, although they may work one job in the spring/summer and take a different position in the fall/winter.

Director Griff said that there is \$20K budgeted for tennis court resurfacing, adding that they were last resurfaced in 2009. He said that Allen Park court has a crack all the way through it and cannot be repaired. It would have to be milled and replaced at an estimated cost of \$26K. He said to have both the courts at Vet's Field and Harmon Field resurfaced it would be a total of about \$20K. The basketball courts at Allen Park and Harmon Field are frequently used and should be resurfaced as well. The Director said that he would need approximately \$50K to do all the courts. Director Griff said that he had budgeted one Capital Project to be bonded for that would replace the gym floor at the Recreation Center; however, that project was removed by the Mayor. He said the wood gym floor cannot be sanded down and resurfaced again. He said that he recommends using a vinyl flooring option to be put over the top of the wood floor, as it has 25-30 year life span and requires no maintenance. At the same time, he said he would include a new post system for the volleyball nets. He said that the Council could possibly bond for

the gym floor and the tennis court resurfacing together, adding that the projects would all have to go to bid. Director Griff said that there have been some issues with the roof leaking also; it has been patched and is holding okay now. The Director said he would get a quote on the roof. Councilor Smith inquired if there were grants available and also questioned the possibility of asking Senator Valesky and Assemblyman Magee for help. Councilor Smith said that what the City is bonding for this year will affect next year's budget.

Director Griff said the concert line was increased by the Mayor. He said that they would be having concerts at the Madison County Historical Society, as well as, Higinbotham and Allen Parks. Councilor Smith suggested a concert on the porch at the Elks Club. After talking about it, \$1K was removed from the concert line. A discussion ensued with respect to the current Recreation Department fee schedule and the Mayor's proposed revenue lines, which included the possibility of charging non-residents for the Tot Fun and Run program.

The Council said that since the Recreation Department will be getting a new Ferris mower, they will take \$2K out of the equipment maintenance and repair line (409). Director Griff said the Travel-Meals line has doubled with the Recreation Coordinator now on staff. The Council spoke briefly once again about the maintenance and lifeguard positions/salaries, and Councilor Bowe suggested moving around some of the funding from one of those lines. It was agreed to take \$6K from the 103 line and add \$3,500 to the 215 line. The Council talked about some of the Recreation programs (kickball, softball, adult leagues, etc.) and contract lines. The Director said that he has \$3,500 budgeted to purchase new software made specifically for recreation departments to allow for on-line registrations, and the Comptroller said that she will check with the software companies they are looking at to see if they have a recreation module that would fit the Director's needs. The Council thanked the Recreation Director for his budget submission.

Fire Department

Fire Chief Kevin Salerno began going through his budget line-by-line. He said that the salaries line is all contractual, and he has no control over it. He said that the overtime line is the same as in 2017. The Chief said that he is anticipating three retirements next year with buyouts totaling \$125K, although five are eligible to retire. A lengthy discussion ensued including employee retirements, maintaining staffing, salaries, lateral hires, training, and the academy. The Chief said that the Mayor removed the short-shift overtime from his budget. The Chief explained that short-shift overtime is only used when someone retires, and they have an open slot on a shift. The Council ultimately agreed to add \$39K into the budget for short-shift staffing and \$108K to the retirement line.

The Chief said that he is the only one entitled to vacation buyback, as all other fire employees are in the union. Under the Fire Marshall overtime line, Assistant Fire Marshall Dennis Fields said this is for required yearly training to maintain certifications. He said the increase in 2018 is due to NYS changing the State Fire Investigator training/schooling requirements. Chief Salerno said that none of the Fire Department members are interested in the Fire Marshall position should it come open. He said that it is a lot of extra work, and there is a lot of extra time required for additional training to receive \$1,100 per year added to the normal pay.

Chief Salerno said that under the EMS equipment line, he has been able to locate a refurbished defibrillator for approximately \$18K. He said that his budget was \$21K, but the Mayor decreased it to \$8K. The Council and Fire Chief discussed the need and added \$10K back into this line. The Chief said that the Medical Supplies line is for the required supplies to provide basic and advanced life support capabilities, and noted that the Mayor also cut \$2K from this line. The Council discussed and determined this is needed as well, and added the \$2K back into the budget. The SCBA (air packs) line was discussed and the Chief explained his rationale to spread the cost over a few years. The Council cut \$1,500 from this line due to the lower grant writing cost estimate the Fire Chief obtained. The Chief said that the Building Maintenance & Repair line is for maintenance/repairs of the interior of the fire station. He said that included in this line is the replacement of the 21 year old roof on the detached garage that the Department shares with City Hall Maintenance. The Council removed \$3K from this line, adding that the roof repair should be a split of 80/20 with the City Hall Maintenance line. The Chief thanked the Council

for his expense line, which he said has no increase over 2017. Chief Salerno said that the New Hire Expense line was cut by the Mayor to \$7K. He said that this line is for the cost of putting three new fire fighters on the job after the retirements that are expected next year, and a discussion started. The Council determined that the budgeted amount should be \$19K. In the Training line, the Chief requested \$15K and it was cut by \$6K. Following a discussion, the line was increased back to the original amount. In the Equipment Repair and Maintenance line, the Chief said he requested \$19K, and the Mayor added another \$1K. After discussing this with the Chief, \$1K was removed. The Chief said that he would like to discuss a personnel matter within his department, and Councilor Bowe said the Council should go into Executive Session.

EXECUTIVE SESSION

RESOLUTION 17-311

Motioned by Councilor Bowe
Seconded by Councilor Smith

RESOLVED, that the meeting is hereby adjourned to Executive Session at 8:16 p.m. for the purpose of discussing a personnel matter.

Ayes: 5
Nays: 0
Absent: 1 (Acker)

MOTION CARRIED

PRESENT: Mayor, Councilors, City Clerk, Comptroller, Fire Chief

Discussion was held regarding a personnel matter.

Motioned by Councilor Bowe
Seconded by Councilor Chamberlain

RESOLVED, that Executive Session is hereby adjourned to the regular meeting at 8:25 p.m.

Ayes: 5
Nays: 0
Absent: 1 (Acker)

MOTION CARRIED

Councilor Bowe provided the Council with a printout of some changes he looked at for the Police Department. He listed a total of \$17K in cuts from the budget, and the Council briefly discussed those adjustments. The Council all agreed to discuss these changes with Police Chief Thompson before moving forward.

Deputy Mayor Chamberlain said that Special Meetings will be held at 6:30 p.m. on Monday, November 27th; Tuesday, November 28th; and Wednesday, November 29th to further discuss the 2018 Budget.

Motion to adjourn by Councilor Bowe

The special meeting is hereby adjourned at 8:45 p.m.

CITY OF ONEIDA, NEW YORK

Susan Pulverenti, City Clerk